

ROUTING AND TRANSMITTAL SLIP

Date

28 MAY 1986

TO: (Name, office symbol, room number,
building, Agency/Post)

Initials

Date

1. DIRECTOR OF PERSONNEL

2.

3.

4.

5.

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

#1 - FOR YOUR HANDLING AS APPROPRIATE.

cc: DIRECTOR OF SECURITY

DO NOT use this form as a RECORD of approvals, concurrences, disposals,
clearances, and similar actions

FROM:

5041-109

★ GPO : 1981 O - 361-529 (148)

OPTIONAL FORM #1 (REV. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206EXECUTIVE SECRETARIAT
ROUTING SLIP

TO:		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI				
3	EXDIR		X		
4	D/ICS				
5	DDI				
6	DDA	X			
7	DDO				
8	DDS&T				
9	Chm/NIC				
10	GC				
11	IG				
12	Compt				
13	D/OLL				
14	D/PAO				
15	D/PERS		X		
16	VC/NIC				
17					
18					
19					
20					
21					
22					
SUSPENSE		Date			

Remarks

TO #6: For your handling as appropriate.

Executive Secretary

27 May 86

Date

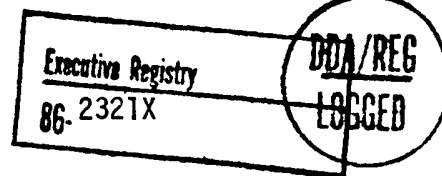
3637 (10-81)



Office of the Director

UNITED STATES
OFFICE OF PERSONNEL MANAGEMENT
WASHINGTON, D.C. 20415

May 20, 1986



MEMORANDUM FOR: HEADS OF DEPARTMENTS AND AGENCIES

FROM: CONSTANCE HORNER
DIRECTOR *Constance Horner*

SUBJECT: USE OF BOGUS DEGREES BY FEDERAL EMPLOYEES
AND JOB APPLICANTS

As the news media have recently publicized, the FBI has found that some Federal employees and job applicants have claimed bogus degrees from diploma mills. I'd like you to know what we're doing in OPM to coordinate a consistent approach to dealing with the problem in the civilian Federal service.

We have been checking FBI-supplied names of individuals with bogus degrees against names of individuals in our Security Investigations Index. We've begun sending names that match to your Personnel Security Officers and Inspector General (or the person designated to perform the Inspector General function). They are being asked to determine whether the person listed as having a bogus degree is currently employed by your agency and, if so, to ascertain whether the bogus degree claim involved material fraud and to report to OPM on the action taken. We will be closely monitoring agency reports and will ourselves be taking action where we have jurisdiction.

We will soon be sending your Director of Personnel a list of institutions identified by the FBI as bogus. This list is for Personnel Directors' use in detecting bogus degree claims in connection with their responsibility to determine applicants' and employees' qualifications. With the list will be guidance on what action to take when material fraud or job-related deception is found to have occurred.

We are now making an additional check when we verify degrees during investigations of applicants and employees. We've had verification procedures for years, but the new check will close a possible loophole in detecting bogus degree claims. Our examining offices will also be using the list of bogus institutions to detect bogus degree claims on applications processed by OPM.

Whenever employees or job applicants rely on bogus degrees for personal gain from Federal employment, fraud is committed and the integrity of the merit system is compromised. I urge you to encourage your staff to do their utmost to help us eliminate this problem.